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## ROUTING AND RECORD SHEET

INSTRUCTIONS: Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM: Secretary/Working Group on CAREER BENEFITS  
CAREER SERVICE COMMITTEE

NO.

DATE

5 November 1951

TO	ROOM NO.	DATE		OFFICER'S INITIALS	COMMENTS
		REC'D	FWD'D		
25X1A					
1. [REDACTED]	349 South			<i>[Signature]</i>	Minutes of the 3rd meeting of the Working Group on CAREER BENEFITS with notes of the discussion attached.
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*3rd meeting  
1 Nov. 1951*

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26 October 1951

CAREER SERVICE COMMITTEE

Working Group on CAREER BENEFITS

Minutes of 2nd Meeting, 25 October 1951, 3:30 P.M.

Present: [REDACTED] Vice of General Counsel, Chairman  
[REDACTED] Vice of Policy Coordination  
25X1A9a [REDACTED] Office of Special Operations  
[REDACTED] ./Office of Communications, Secretary  
[REDACTED] Office of Personnel  
[REDACTED] Sec. Secy./Career Service Committee

1. As agreed at the first meeting of the Career Benefits Group on 17 October 1951, this meeting was devoted to the preparation of an agenda, arranged in numerical order of priority for study, which will provide a structure around which the problem of career benefits to CIA employees can be most advantageously studied. The Chairman asked for and obtained concurrence from the Group membership in that this agenda should be presented to the Career Service Committee for approval as being representative of the type and scope of problems for study, the solution of which would provide a useful and proper part of a Career Service Committee program.

2. Further, it was agreed that the province of this Group would be limited to that of broad policy with consideration for practical aspects and that a recommendation should be made which would provide for implementation of these policies by an operating activity.

3. Finally, it was agreed that tangible factors shall be of prime interest in the Group's consideration of any Career Benefits program under the proposed agenda outlined in the attachment to these minutes.

4. The next meeting will be held on Thursday, 1 November 1951, at 3:30 p.m.

5. The meeting was adjourned at 1700.

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[REDACTED]  
Secretary

Attachment  
Dist: [REDACTED]

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29 October 1951

AGENDA

Working Group on CAREER BENEFITS

- I. Hazardous duty benefits.
  - A. Increase in base salary for service involving unusual hardship and hazard.
  - ✓ B. Extension of the authority contained in Confidential Funds Regulations, authorizing pay, within grade advances, and grade promotions for individuals who are detained involuntarily to include those employees paid from vouchered funds.
  - C. Application of United States Employees Compensation Act to dependents of employees engaged in hazardous duties who are themselves exposed to hazard.
  - D. Death gratuity of six months' base pay to dependents of CIA employees whose death occurs in line of duty while serving abroad.
  - E. Consideration of retirement benefits.
- II. Consideration of the adoption of new classification and salary schedules in lieu of the present policy which follows provisions of the Classification Act of 1949 and allowances for overseas service.
- III. The equitable application of leave to all classes of employees.
- IV. Career benefits inherent in the recognition of distinguished service to the Agency.

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